



Facilities must be in compliance with all applicable state rules and regulations before applying for stars.

Call IDEM's Compliance and Technical Assistance Program for confidential assistance. A completed 5-Star application is not confidential. For on-site or phone assistance, call (800) 451-6027, press 0 and ask for ext. 2-8172.

IDEM's 5-Star logo is trademarked. Do not revise or augment the logo.

Indiana 5-Star Environmental Recognition for Child Care Facilities

The Indiana Department of Environmental Management (IDEM), together with child care facilities, child care and youth associations, other governmental agencies, medical personnel, and parents, developed the 5-Star Environmental Recognition for Child Care Facilities to help Indiana parents and child care facilities learn about the environmental, health, and safety threats that may affect their children.

The 5-Star Environmental Recognition program is completely voluntary. It is not a new set of rules or regulations; however, you must be in compliance with state child care rules and regulations to be considered. This program recognizes child care facilities that go above and beyond requirements and demonstrate environmental stewardship. Each star builds on the accomplishments of the prior star.

Why should you consider applying for 5-Star recognition?

- **Education:** By participating, you demonstrate that you understand and can educate your families and staff about the environmental, health and safety concerns that may exist at your facility and in their homes.
- **Recognition:** IDEM recognizes star recipients through press releases, on the World Wide Web and through other publications.
- **Marketing:** You can use your stars to promote your environmentally responsible facility to parents.

How to Apply

To participate, you must be a licensed or registered facility (operate more than four hours a day, 10 consecutive work days and care for more than five children). Please fill out this application completely and accurately. A review committee evaluates applications on a quarterly basis. Stars will be in effect for two years. At the end of two years, you may re-apply. Representatives of the Office of Pollution Prevention and Technical Assistance will assist you in going through the application and the Self Assessment. We will visit your facility and help you through the process confidentially and at no charge. For on-site or phone assistance, contact the Office of Pollution Prevention and Technical Assistance, (800) 451-6027, press 0 and ask for ext. 28172. In Indianapolis, (317) 232-8172. Please mail your completed application to:

IDEM-OPPTA

PO Box 6015

Indianapolis, IN 46206-6015

Contact Name: _____

Facility Name: _____

Phone Number: _____ County: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

License or Registration Number: _____

Number of Students: _____ Year building/home was constructed: _____

Number of stars for which you are applying: _____

☐ 1star

☐ 3 stars

☐ 5 stars

Turn the page to complete the application.



Indiana 5-Star Environmental Recognition for Child Care Facilities



GENERAL

- ☐ Is in full compliance with rules and regulations related to chemicals and safety.
- ☐ Signs and posts IDEM pledge to reduce environmental threats to children in facility.
- ☐ Performs environmental self assessment using IDEM checklist.
- ☐ Qualifies for one star in all categories.
- ☐ Qualifies for three stars in all categories.

CLEANING AND MAINTENANCE

- ☐ Cleans facility diligently and thoroughly.
- ☐ Performs maintenance when children are not present.

TRAINING

- ☐ Facility designee reads IDEM environmental literature or receives training to ensure understanding and practice of environmental, health, and safety requirements.
- ☐ Trains staff to address environmental commitments made at each star level.
- ☐ Displays Simple Steps posters at facility.
- ☐ Provides annual Universal Precautions training for employees.
 - **Please include a copy of the Bloodborne Exposure Plan with this application.**
- ☐ Provides annual hazard communication training for employees.

Please include copies of the following with this application:

 - **list of chemicals/cleaning materials used and kept at your facility such as bleach, soap, paint, pest sprays, window cleaners.**
 - **copies of Material Safety Data Sheets for the materials on your list of chemicals.**
- ☐ Provides annual emergency and fire safety training.

ASBESTOS

- ☐ Does not make new purchases of asbestos-containing materials.
- ☐ During maintenance and repair, verifies that friable asbestos-containing materials will not be disturbed.
- ☐ If constructed prior to 1985, hires licensed contractor to perform asbestos inspection.
 - **Please include a copy of the inspection results with your application.**
- ☐ If constructed prior to 1985, develops asbestos action plan or provides documentation proving building materials are asbestos-free.



RADON

- ☐ Performs short-term test in occupied rooms. No action needed if results are less than 4pCi/L.
 - **Please include a copy of the test result with this application.**
- ☐ If above 4pCi/L, performs follow up test.
- ☐ If above 4 pCi/L after follow up test, contracts with state-certified radon inspector to perform professional testing.
- ☐ Develops radon action plan.

LEAD

- ☐ Flushes cold-water pipes and water fountains 30 seconds before cooking or drinking. Uses cold water for cooking.
- ☐ Performs housekeeping and maintenance.
- ☐ Assumes soil outside facility or with neighboring facility is contaminated lead. Keeps children away from bare soil or potentially contaminated areas.
- ☐ Purchases lead-free toys.
- ☐ Tests drinking water for lead.
 - **Please include a copy of the test result with this application.**
- ☐ If decorates with mini-blinds, ensures they are lead-free.
- ☐ If constructed prior to 1978, employs licensed contractor to conduct risk assessment and lead paint inspection.
 - **Please include a copy of the test result with this application.**
- ☐ Develops lead management plan if lead concerns exist.

PESTICIDES

- ☐ Diligently cleans rooms where food is eaten or stored.
- ☐ Records types, amounts and locations of pesticides used.
- ☐ Implements basic integrated pest management strategies, e.g. caulking, proper food storage, sealing, screens for windows that open.
- ☐ If facility has pests, encourages licensed contractor to use effective Integrated Pest Management strategies, such as using targeted baits for persistent pests rather than spraying.
 - **If you use a contractor, please include a copy of your contract with this application.**
- ☐ Considers attending integrated pest management training when offered in upcoming years.

PCBs

FACILITY
CONSTRUCTED
PRE-1976

- ☐ If have PCB-containing electrical transformers, requests that utility company performs risk assessment on transformers.
- ☐ Consider identifying lighting ballasts containing PCBs; develops action plan.

ENERGY EFFICIENCY

- ☐ Investigates energy-efficiency options, such as energy-efficient heating and cooling equipment and lights. Seeks products that carry the Energy Star™ label.



MERCURY

- ☐ Changes fluorescent bulbs without children present. If bulb breaks, follows proper clean-up procedures.
- ☐ Ensures fluorescent bulbs are shielded.
- ☐ Identifies all mercury-containing products.
- ☐ Replaces and recycles mercury-containing thermometers with electronic or alcohol-filled thermometers.
- ☐ Keeps mercury spill kit on premises if liquid mercury is present in facility.
- ☐ Replaces and recycles mercury-containing thermostats. Or identifies mercury-containing thermostats with stickers as a reminder to recycle them and to purchase a non-mercury replacement.
- ☐ Investigates options for recycling fluorescent bulbs.
- ☐ Recycles fluorescent bulbs.

INDOOR AIR QUALITY

- ☐ Ensures children are not exposed to second-hand environmental tobacco smoke.
- ☐ Prevents carbon monoxide poisoning by not operating gas-powered machinery indoors.
- ☐ Performs preventive maintenance on heating, ventilation, and air conditioning system.
- ☐ Takes actions to reduce mold, fungi, and allergens.
- ☐ Reduces children's exposure to cleaning chemical vapors.
- ☐ Removes pets with fur from rooms where children with asthma are present.
- ☐ If children with asthma are present, considers removal of pets with fur from the facility and distributes asthma information to parents.

FIRE SAFETY

- ☐ Investigates installation of automatic fire alarm system when it is not required
- ☐ Investigates installation of sprinkler system when it is not required.

RECYCLING

- ☐ Contacts local solid waste management district (in Marion County, contact Keep Indianapolis Beautiful) to investigate recycling options for glass, aluminum, plastic, and paper.
- ☐ Replaces disposable utensils, plates and bowls with reusable dishware that is kitchen approved by local health department.
- ☐ Considers the uses of alternative playground mulch made from recycled material.
- ☐ Takes recyclables to drop-off facility or arranges for other services, e.g., partnering with neighboring business or contracting with a private hauler for pick up.

EDUCATION

- ☐ Distributes Simple Steps or other environmental, health, and safety literature to parents.
- ☐ As facility identifies environmental threats, informs parents of hazards and action steps facility is taking to address them.
- ☐ Incorporates environmental awareness education into curriculum.
- ☐ Conducts educational programs for parents on environmental issues and their proper management, e.g., open house, newsletter articles.
- ☐ Mentors other facilities on environmental, health, and safety rules and stewardship opportunities when appropriate.